


Rupert Village Trust Board Meeting Minutes

Thursday, February 13, 6 - 8 pm

Agenda

- 5:30 Approve minutes from previous meeting
- 5:35 Treasurer's Report
 - Monthly income statement:  2.28 IncomeStatement.pdf
 - Investment meeting recap
- 5:50 Finishing easement work
- 5:55 RD Grant:
 - Next steps: Chris's email
- 6:00 Stairway railing
- 6:15 Review letterhead and envelope sample options
- 6:30 Events:
 - Upcoming events
 - Backroom update - electrical, storage, tai chi,
- 6:45 Projects and budget for the rest of the year (JR)
- 7:00 Dinner
- 7:15 Follow up AARP Grant (don't worry, one minute)
- 7:20 Harrington House update, next steps, recent meeting with Warren Irish
- 7:30 "Did You Know" review (I'll make it quick) [DOC IS HERE](#)
 - supporting document is [HERE](#)
- 7:35 Framing Sheldon letter (David Nichols)
 - framing other writings?

Minutes

- Meeting opened at 5:43PM. Deb Fuller, Jed Rubin, Janet Hentschel, Mary Dickson and John La Vecchia in attendance. Mary Dickson and Janet Hentschel joined via Zoom. Nancy Poletti joined via Zoom.
- February meeting minutes were approved as submitted.
- Deb presented the monthly income statement and pointed out some minor formatting changes implemented by Aplos.

- Janet and Jed discussed their recent investment meeting with HFCU. Janet expected a more personalized presentation. Deb noted that they presented options from only one fund family. Jed mentioned the current 3.75% CD rate from his bank, The National Bank of Orwell. HFCU has a 12-month CD. NBO has a 17-month CD option. Transaction fees are a concern with some of the fund options. Deb would like to move our general checking account from M&T to HFCU. The group agreed to make this move. Jed will contact HFCU tomorrow to confirm their current CD rates for comparison with NBO.
- Deb forwarded John Thrasher's recent email concerning finalizing the easement deed paperwork for Andrea for recording at the town office. We will check with the Selectboard to ask them to authorize John Thrasher to do this remaining work.
- Deb and Jane recently had a meeting with RD about next steps for the grant. Richard Amore is no longer there but several other RD staff people are now involved. Chris Cole and Frank Parent provided information to answer their recent questions.
- Deb has been in contact with Meg Campbell at PTV regarding curved stair handrail and guardrail. Meg sent two photo examples from other library projects. We will need both a taller guardrail along the top of the stairs and a curved handrail along the stair between the floors. Deb suggested Sam Mosheim in Dorset as a possibility for metalwork. Nancy suggested Paul Kobyluch in Salem for woodwork.
- Regular events are continuing this month. Tai chi begins in late April. The next ukulele event is in May. Lisa George is interested in doing a diamond dot workshop. Should we ask Jane to contact Mark D'Antonio and his band about playing at an event later this year.
- Potential projects for this year include tree work next door around the Harrington House, barn repair and restoration in anticipation of future reuse, second floor electrical and lighting work, a potential phase 1 kitchen, and the first part of Christine Graham's work. Visible progress is important. Jed wondered about if or how to use the large sign, on loan from the Historical Society, that is currently stored in the Harrington House. Deb's big ticket focus is on the well and septic work.

- We reviewed the letterhead and envelope samples. Most people like the over/under logo/return address envelope layout and would like to see a larger logo so “Community & Cafe” is easier to read. Nancy suggested that both the envelope and letterhead have “The Rupert Village Trust” in bold on both documents if we like it on one of them. We will review things in person with Nancy this Saturday when she is back in town, and have Jane review them when she is back from her travels.
- Janet submitted the AARP grant application after consulting and working with Ryan Spahr on it. They put together a movie series package including equipment (projector, speakers, screen), seating, food, etc. Janet expects to hear about the submittal sometime in May.
- Deb summarized our recent Harrington House meeting with Warren Irish to introduce him to our thinking about the building. Janet pointed out the responsibilities involved in managing the building as a rental once it’s renovated. Parking and site plan aspects of the project are another consideration. Warren will prepare a proposal for our review.
- We discussed Jon Saccoccio’s email concerning his fee for a builder’s set/permit set of construction drawings for the Sheldon Store. The board had questions about the list of excluded services as well as the approximate fee for architectural and structural services outlined in his email. The fee for this work seemed high to the board. Many of the excluded services would seem to be necessary for both building and budgeting. The cost for these excluded services warrants further review and discussion. The board took no action on Jon’s email proposal.
- Mary would like to know both what we would like and not like to be presenting to the community in our “Did You Know” communications. Along with that she would like us to clarify our 2025 goals. Deb thinks the well and septic work is a reasonable and worthy goal, as is the Harrington House feasibility work and the curved stair improvements to increase the usability of the Store second floor.
- Given the well/septic funding ambiguity, Deb thinks it may not be reasonable to expect to also develop a builder’s set of drawings for the Sheldon Store.

- David Nichols emailed Nancy about an 1849 letter he has from a Thomas and Mary Sheldon having to do with their travels and time in Vermont. Mary joined in this correspondence as well. It may be something that she can transcribe, print, frame and display at the Store.
- Meeting ended at 8:40 PM.